

INDIANA KIDS' FIRST TRUST FUND
QUARTERLY REPORT

1. General Information: (all programs complete this section)

Reporting period: _____

Contract Number: _____ Award Amount: _____

Agency Name: _____ Program Name: _____

Contact Name: _____

Phone: _____ Fax: _____ Email: _____

Type of Program:

____ Parent Education & Support	____ Life Skills for Children & Youth
____ Home/Hospital Visitation	____ Family Resource Centers
____ Professional Training	____ Local Council/Network Support
____ Public Awareness/Education	

Part I: Project Participants

How many total participants have been served to date?

Indicate the number of the total participants (receiving services) who are:

- Teen Parents (Caretakers)
- Adult Parents > 19 years of age (Caretakers)
- Other Adult Participants
- Children (<18 years of age, not a teen parent)

How many additional participants do you anticipate serving during the remainder of the program year?

Indicate any challenges or successes to date in recruiting and involving appropriate clients in your program.

Are you on target for meeting participant goals as described in your grant proposal?
If not, what action are you taking?

How are you evaluating the progress of your program participants?

How many participants have been pre-tested?

How many participants have been post-tested?

How many participants have been pre and post-tested?

Part II: PROJECT SERVICES

Services Delivered

Indicate the number of services delivered to date, by category of service:

- Home visits by Staff or other professional
- Home visits by Volunteers
- Community Visits
- Groups
- Classes
- Mentoring Contacts (Outside of the Home Visit model)
- Case Management by Staff
- Social Functions
- Child Care
- Other

Are there any problems with program activities?

Any changes you wish to make at this time?

If so, please describe:

Staff

Have you recruited and hired project staff?

Indicate the number of FTE's supporting your project

Did you experience any unanticipated problems regarding staffing your project?

If so, please describe:

Volunteers

Indicate the number of volunteers, to date, you have:

- Recruited
- Trained
- Actively using to deliver services (direct or indirect)
- Are you using parents?
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If so, in what capacity?

If not, what are your plans for parent involvement?

Describe any problems with volunteer usage

Part III: PUBLIC EDUCATION

How many community education/collaboration contacts have you made to date?
Please describe, briefly (i.e. name of agency/group/organization you have contacted, purpose of contact/collaboration. Note any challenges you are experiencing in the area of community collaboration and community support.

Part IV: FINANCIAL RESOURCES AND THE BUDGET

Have you received all of your additional funding support away from KFTF?

Are there any significant changes in your financial picture at this point?

If so, please describe:

Describe any plans you have for broadening your funding base during 2005-2006.

Are you experiencing any unexpected problems with your budget?

If so, please describe:

Part V: PERFORMANCE BASED DELIVERABLES

Please state the deliverables purchased from your proposal:

Please state the actual progress made toward your staff achieving the deliverables. (Limit your response to one page per deliverable).

Each page should include the following:

- Performance based deliverables
- Actual progress toward achieving the deliverables
- If having problems achieving the deliverables please describe as well as plans to solve the problems.